

~~CONFIDENTIAL~~

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9 NOV 1976

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Logistics
Director of Medical Services
Director of Security
Director of Training

FROM : John F. Blake
Deputy Director for Administration

SUBJECT : Morale of Agency Employees

1. Attached is a memorandum received from the Director of Personnel addressing itself to the subject of a survey of senior supervisors relating to employee morale. As indicated by Mr. Janney in his memorandum, this survey will be distributed to incumbent staff and division chiefs within the Directorate of Administration.

2. I have reviewed a draft of the questionnaire and believe that it is a thoughtful and well prepared document which, if properly completed by personnel to whom it is addressed, will serve as a source of valuable information to Agency management. I urge that each of you give this survey your personal attention when copies are received from the Office of Personnel, and that you in turn impress upon your subordinates the importance that I attach to this exercise.

/s/ John F. Blake

John F. Blake

Attachment: a/s

cc: Director of Personnel

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